



JNW ARCHITECTS • LLC

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September 15, 2023

Board of Adjustment – Zoning
City of Killeen
Planning & Development Services Department
200 East Avenue D
Killeen, TX 76541

RE: SCI Texas Funeral Services, LLC dba Crawford-Bowers Funeral Home
Conditional Use Permit Application
Letter of Request and Narrative
1613 S. Fort Hood Street
Killeen, TX 76549

Dear Board of Adjustment – Zoning Board Members:

Crawford-Bowers Funeral Home would like to better serve the Killeen community by providing cremations as an on-site service. To do so, the funeral home would need to design and construct an auxiliary building on their property, which is zoned B-3 and B-5. Within B-3 and B-5, mortuary or funeral services are acceptable, but cremations are excluded. Crawford-Bowers is requesting a conditional use permit to provide this service.

The proposed building shall be approximately 4,400 square feet to accommodate the retort, supporting crematory spaces, an office, and viewing area for loved ones. A conceptual floor plan is provided following this narrative to illustrate the general layout of the space. The sole use of the building would be to provide this service to the community, therefore only two (2) full time associates shall operate the new space. Hours of operation shall be Monday through Friday 8am to 5pm. Traffic generated to and from the new building shall primarily be within the existing site, with three to four trips to and from the existing Crawford-Bowers Funeral Home. The viewing area for loved ones shall only be occupied during specific cremations and would accommodate up to thirty (30) guests. Increased traffic due to the addition of the crematory is not expected and therefore shall not negatively impact the surrounding properties.

The proposed building shall be adjacent to an existing auxiliary building to the funeral home at the rear of the property. A conceptual site plan is provided following this narrative to illustrate the general location of the new building. The Crawford-Bowers Funeral Home shall maintain its primary frontage to S. Fort Hood Street, with minimal viewing of the new building to the passerby. The proposed metal building shall be similar in height and color scheme as the existing building. The design shall be simple to not detract from the funeral home, as it is the main focal point and destination of the site. There will be a required chimney stack, but it shall be low-profile above the metal roof.



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The equipment to be utilized in the proposed building is state of the art, designed and built to meet all federal, state, and local environmental regulations. Equipment is designed with minimal flue gas discharge. Additionally noise levels are negligible and equipment can be operated without ear protection, therefore not impacting adjacent properties. Although this letter of request is for a conditional use permit, we believe the proposed auxiliary building is consistent with the City of Killeen's Future Land Use Map (FLUM).

We appreciate the opportunity to provide this letter of request and narrative to you. If you have any questions and or would like additional information, please do not hesitate to reach out. All contact information has been provided below for your convenience.

Sincerely,

SCI Texas Funeral Services, LLC dba Crawford-Bowers Funeral Home

Michael Decell

Michael Decell (Sep 14, 2023 16:34 CDT)

Mike Decell

Property Owner & Applicant

Crawford-Bowers Funeral Home
1615 S. Fort Hood Street
Killeen, TX 76542
(254) 634-2638

JNW Architects, LLC

Jennifer N. Walker

Jennifer N. Walker, AIA

Property Owner's Architect and Agent

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Enclosure:

Proposed conceptual site plan and building layout