

**REGULAR MEETING OF THE PLANNING & ZONING COMMISSION  
MONDAY, OCTOBER 7, 2013 @ 4:00 P.M.  
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

**PURPOSE OF MEETING:**

- Consideration of Approval of Setback Variance – 121 E. Ave N
- Consideration of Approval for Mobile Home Permit – 510 W. Harrison
- Consideration of Approval for Mobile Home Permit – 523 W. Harrison
- Consideration of Approval for Mobile Home Permit – 709 N. Chavez
- Consideration of Approval for Mobile Home Permit – 277 E. Ave C
- Discussion of Planning & Zoning Commission Schedule Meetings

**PRESENT:** Members: Chairman Kallie Richards, Vice Chairman Lynda Kreybig, Bobby Kimbro, David Lynch, and Abel Cabello

**NOT PRESENT:** Member Betty Price and Randy Pettigrew

**ALSO PRESENT:** City Manager James Williams, City Attorney Patrick McMahon, Fire Chief Terrance Lizardo, Assistant City Manager Jared Cobb, City Clerk Carol Ann Hogue, Code Enforcer Laura Brock and Administrative Assistant Imelda Gutierrez.

**CALL TO ORDER:** The meeting was called to order by Chairman Richards at 4:00 p.m.

**APPROVAL OF AGENDA:** Chairman Richards called for a motion to approve the agenda as submitted. Member Lynch so moved to table action items: tabs 3 – 6 on the agenda and allow Code Enforcer Brock to handle those three items. Member Cabello seconded. Motion was approved.

**APPROVAL OF REGULAR MINUTES OF SEPTEMBER 4, 2013:** Chairman Richards called for a motion to approve the regular minutes of September 4, 2013. Member Lynch so moved to approve the minutes as submitted. Member Kimbro seconded. Motion was approved.

**ACTION ITEMS:**

**CONSIDERATION OF APPROVAL OF SETBACK VARIANCE – 121 E. AVE N:** Chairman Richards called for a motion to approve the setback variance at 121 E. Ave N. City Manager Williams addressed the members stating that Angelica Vasquez, property owner is requesting a setback variance at this property. Mr. Williams stated that for a corner lot in the municipal code, the rear yard designates as the section opposite the street frontage with the least dimension. Mrs. Vasquez would like to request and designate the yard opposite of Avenue N as the rear yard. If the variance is approved, the mobile home will be in conformance with the City Code setback requirements. Mr. Knuckles submitted a diagram to the members for view and came into the conversation via telephone conference stating his concerns about how close this mobile home is to his home and fire safety hazards. Mrs. Vasquez addressed the members stating she came to Planning & Zoning last year to request to subdivide and put a mobile home. Mrs. Vasquez was told by Code Enforcer Brock she met all the requirements. Member Kreybig so moved. Member Lynch seconded. Motion was approved.

**NON ACTION ITEMS:**

**DISCUSSION OF PLANNING & ZONING COMMISSION SCHEDULE MEETINGS:**

City Manager Williams addressed the members stating that staff would like to discuss the possibility of Planning & Zoning Commission meetings be three (3) months in advance. This change will allow staff to better plan for meetings and provide notice to applicants. Chairman Richards decided to schedule the next three meetings which will be:

- Monday, November 4, 2013
- No Meeting in December 2013
- Monday, January 6, 2013

The members agreed with the scheduled dates mentioned above.

**PUBLIC COMMENT:**

Blas Velasquez Jr. addressed the members stating he would like to get help regarding getting a curb and a gutter on his street. Mr. Velasquez stated he lives at 1300 W. Ave K and would like to finish his landscaping project but he cannot due to water flood and no curb and gutter. City Attorney McMahan suggested to Mr. Velasquez to go to the County Courthouse for more information about the developer, restrictive covenants and the subdivision. The subdivision was developed in 1979.

**OTHER COMMENT:**

Chairman Richards asked City Manager Williams about the new ordinances that were submitted for approval to the Commissioners. Mr. Williams stated that they will be acted on October 28, 2013 at the City Commission meeting. Chairman Richards asked Code Enforcer Brock to look into the three (3) RV's on Eddy & Ave A.

- Community Forum will be Thursday, October 10, 2013 at 5:00 p.m. The other dates for this event will be on October 29 & November 5, 2013 anyone is invited to attend.

**ADJOURNMENT:**

Member Lynch made the motion for adjournment at 5:00 p.m. Member Kimbro seconded.

**APPROVED:** \_\_\_\_\_  
**CHAIRMAN RICHARDS**

**ATTEST:** \_\_\_\_\_  
**VICE CHAIRMAN KREYBIG**