**REGULAR MEETING OF THE PLANNING & ZONING COMMISSION**

**TUESDAY, MARCH 14, 2016 @ 4:00 P.M.**

**HELD AT CITY COMMISSION CHAMBER, 214 SOUTH LOVE STREET**

**PURPOSE OF MEETING:**

* Consider recommendation for variance on RV/MH Park minimum site requirements for storage building at U-Store It mobile home park for Space #63
* Consider request for additional street light on North 1st Street, by El Patio RV Park

**PRESENT:** Chairman Kallie Windsor, Vice Chairman Randy Pettigrew, Member Bobby Kimbro, and Betty Price.

**NOT PRESENT:** Member: Abel Cabello, Clint Laughrin, Joel Gomez

**ALSO PRESENT:** Planning and Zoning Coordinator Crystal Ball, City Attorney Patrick McMahon Public Works Director Wyatt Duncan, Fire Inspector Michael Ontiveros, Code Enforcement Laura Brock, City Clerk Anna Juarez, and Administrative Assistant Joanna Barrera

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

**APPROVAL OF AGENDA**: Chairman Windsor called for a motion to approve the agenda with the amendment to table reorganization and add the next meeting. Vice Chairman Pettigrew so moved to approve the agenda with reorganization; Member Price seconded. Motion was approved

**APPROVAL OF REGULAR MINUTES OF DECEMBER 13, 2016:** Chairman Windsor called for a motion. Member Price so moved to approve the regular meeting minutes of December 13, 2016. Vice Chairman Pettigrew seconded. Motion was approved.

**NON-ACTION ITEMS:**

**Staff report for Groves Addition Alley**: Planning and Zoning Coordinator Ball stated first walk through has been made on Groves Addition, as well as survey. Some residents have already complied with codes and regulations; others have items they have placed in the alley way, which is restricting access to the city sewer. Second walk through will be made at the end of March to verify if residents are under compliance.

**ACTION ITEMS:**

**Consider recommendation for variance on RV/MH Park minimum site requirements for storage building at U-Store It Mobile Home Park for Space #63:** Planning and Zoning Coordinator Ball stated the current tenant at U-Store it Mobile Park Space #63, George Benham is requesting his storage building to be granted a variance of 46” from his mobile home, and 10’ from the adjacent mobile home. Tenant George Benham was present to request variance; states that he had the approval from lot owner to place the storage shed on Space #63.

**5.52.070 RV/MH – Site regulations are as follows:**

* MH Less 18 Ft Wide, 40 feet wide by 100 feet deep
* A minimum distance of 15 feet is required from any other MH, RV, or permanent

structure or building.

Planning and Zoning Coordinator Ball stated due to lot size there is no alternative for any shed to fit on Space #63 according to the standards; Members discussed issues and concerns that may arise if variance is granted. Chairman Windsor called for a motion. Member Pettigrew so moved to conduct a Planning and Zoning work session with RV/MH Parks owners to discuss codes and regulations that must be up to code and standards by December 31, 2020; Member Price seconded. With no further discussion motion was approved.

**Consider request for additional street light on North 1st Street by El Patio RV Park:** Planning and Zoning Coordinator Ball stated Troy Chunn, owner of El Patio RV Park has requested an additional street light to be placed on North 1st Street, Mr. Chun mentioned that if street light is not approved he will be placing a security light in the area at his own expense; Members and staff discussed yearly cost, and current economy status. Planning and Zoning Coordinator Ball stated upon investigating the area there seemed to be adequate lighting. Chairman Windsor called for a motion. Vice Chairman Pettigrew so moved to deny any additional lighting for the area of North 1st Street, by El Patio RV Park; Member Price seconded. With no further discussion motion was approved to deny any additional lighting.

**PUBLIC COMMENT:**

No public comment was made.

**ADJOURNMENT:**

There being no further business the meeting adjourned at 4:26 p.m.

 **APPROVED:**

 **CHAIRMAN, KALLIE WINDSOR**

**ATTEST:**

 **VICE CHAIRMAN, RANDY PETTIGREW**