

REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
TUESDAY, OCTOBER 13, 2015 @ 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET

PURPOSE OF MEETING:

- Staff Report on Action Items Approved by City Commission
- Consider Recommendation for Variance at 307 E Avenue C for a Gravel Driveway
- Consider Recommendation for School Zone Improvements

PRESENT: Chairman Kallie Windsor, Members Clint Laughrin, Bobby Kimbro, David Lynch, and Betty Price.

NOT PRESENT: Vice Chairman Randy Pettigrew and Member Abel Cabello

ALSO PRESENT: City Manager Williams, City Attorney Patrick McMahon, City Clerk Carol Ann Hogue, Code Enforcement Laura Brock, Fire Marshall Skip Moorhead, Water Superintendent Wyatt Duncan and Administrative Assistant Anna Juarez

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

APPROVAL OF AGENDA: Chairman Windsor called for a motion. Member Price so moved to approve agenda as submitted. Member Laughrin seconded. All Aye, motion was approved.

APPROVAL OF REGULAR MINUTES OF SEPTEMBER 15, 2015: Chairman Windsor called for a motion to approve the regular minutes of September 15, 2015. Member Price so moved. Member Laughrin seconded. All Aye, motion was approved.

NON-ACTION ITEMS:

Staff Report on Action Items Approved by City Commission: City Manager Williams informed the Members of recommendations approved by City Commission were all approved; except for zoning change, Ordinance No. 538 will be voted on October 26, 2015.

ACTION ITEMS:

CONSIDER RECOMMENDATION FOR VARIANCE AT 307 E AVENUE C FOR A GRAVEL DRIVEWAY: Code Enforcement Brock addressed Board of property owner request for a variance at 307 E Avenue C for a gravel driveway; Flex Sonora, owner of property is requesting a variance from 17.20.050 (B)(5) requiring installation of a concrete driveway. Code Enforcement Brock stated the apron will be concrete and the first 10 foot long by 20 foot wide “all weather protection surface.” All weather protection shall be construed to mean compacted caliche base with asphalt surface treatment or six inch concrete slab. Chairman Windsor asked if all side setbacks are met; Code Enforcement Brock stated City Planner Hildreth worked with Mr. Sonora’s driveway variance; variance will only be for driveway, not for setbacks. Mr. Sonora stated neighbors approve, curb cut fees are paid, and is ready to finish project. Chairman Windsor called for motion. Member Price so moved to approve a variance to allow an approximately 62 foot long by 20 foot wide

gravel driveway on the property to and beneath a carport, but the carport will need to meet State standards, with the provision that the apron and first 10 feet of the driveway be constructed of an all-weather protection surface; Member Lynch seconded. With no further discussion, all Aye. Motion was approved.

CONSIDER RECOMMENDATION FOR SCHOOL ZONE IMPROVEMENTS: City Manager Williams addressed Board of School improvements for recommendations to help with traffic congestion and safety. City Manager Williams, Police Chief Rodriguez, and Deputy Police Chief Herweg spent several days observing traffic patterns in the morning and afternoon. City Staff has met with various District administrators to obtain their input on current operating procedures as well as their recommendations for improvement. City Manager Williams stated none of the building improvements or drop-off/pick-up areas built over the last twelve months or more underwent the City permit review process. Had the permits been reviewed, some of the issues identified could have possibly been avoided. City Manager and Members discussed City Improvements and School District Improvements and additional alternatives.

City Improvements Recommendation for Ben Alexander:

1. Relocate the southbound stop sign on 6th Street approximately 20 feet to the north to the outlet of the school built pick-up/drop-off lane.
2. Establish a no parking zone on the eastern side of 6th street from Avenue N to approximately 20 feet to the north that would coincide with the expanded signed intersection. This measure would increase intersection visibility.
3. Eliminate the north east-to-west crosswalk at the intersection of Avenue N and 6th street. The southeast-to-west crosswalk would remain.

City Improvements Recommendation for Lea:

1. Remove crosswalk on Birch that is between the south entrance and alley.
2. Remove no parking signs and curb painting for "No Parking" area on Birch Street since the area use has changed

City Improvements Recommendation for Llano:

1. Provide way-finding signs to crosswalks on 2nd Street.
2. Create a four-way stop intersection at 1st and Avenue J.
3. **Additional Alternative:** To facilitate traffic flow, Avenue I from Main Street to 1st Street would be changed to a one-way street, with traffic flow directed to run east to west. In addition, 1st Street between Avenue I and Avenue J would be changed to a one-way street, with traffic flow directed to run north to south. Changing the flow of traffic would allow for two lanes of travel to be created. At the intersection of Avenue J and 1st, individuals in the east lane would be required to turn east and west lane traffic would be required to turn west or proceed south onto 1st Street. This intersection could be enhanced with a traffic island to force this type of turning and traffic flow at the intersection. This measure would be very drastic and require multiple public hearings and notifications prior to it becoming effective. This measure would have a direct impact on two businesses (Klean Machine and Peanuts Custom Shop) and 6 private residences.

City Improvements Recommendation for Taylor:

1. Create a 3-way stop intersection at Avenue F and 11th Street.
2. Install new crosswalks and signage at the inlet and outlets of June Place and 11th Street.
3. Convert June Place into a one-way street. Entrance to the street would occur from the south and exit from the north. The exit from the street would be limited to a right turn only, facilitated by signage and curbing. The immediate impact from this change would be to four private residences and would require public hearings and notifications.

Chairman Windsor called for a motion. Member Laughrin so moved to approve recommended City Improvements to the schools zone minus Llano Improvement #3. Additional Alternative to facilitate traffic flow and Taylor Improvement #3. Converting June Place into a one-way street; Member Price seconded. Motion was approved.

PUBLIC COMMENT: None

OTHER COMMENT:

- Fire Marshall Skip Moorhead stated haircut location it is closed; City Clerk Hogue stated business does not have a permit.
- Chairman Windsor stated with job loss, more people are living in backyards in RV's:
 - Corner of Eddy & 8th is not permitted
 - Corner of Monroe & Main Avenue RV's are they legal? Code Enforcement Brock stated they are, but will not be able to renew in December 2015
 - Fairview Morningside addition has a weed control issue and older mobile home, could the City do abatement on property; Code Enforcement stated yes.
 - Corner of Roosevelt and Madison Avenue there are RV's hooked up; Code Enforcement Brock will look into RV concern.
- Member Laughrin asked about clean up on Jackson; City Manager Williams stated work has stopped, City has been working with individuals and Staff will follow up next month.
- City Manager Williams stated issues with City properties can be called in and will be noted in City's Community Service Book.

ADJOURNMENT:

There being no further business the meeting adjourned at 5:01 p.m.

APPROVED: _____
CHAIRMAN, KALLIE WINDSOR

ATTEST: _____
MEMBER, DAVID LYNCH